



Fence Permit Help Sheet

- 1.) Permit Application -Completed**
- 2.) Copy of Survey Required**
- 3.) Memorial Village Water -Approval**
- 4.) Home Owner Affidavit Form- Completed**
- 5.) If Home Owner Association Applies, Must have HOA Approval**
- 6.) Corner Lot Form- Competed**
- 7.) Person Responsible for Construction Job Site Form Completed**
- 8.) City of Piney Point Work Hours Form –Completed**
- 9.) Must Provide Fence Detail for each for example (Cedar, Iron)**
- 10.) Specify Fence Square feet for each**
- 11.) For a Solid Stucco Fence or Retaining Wall (Engineering Approval Required)**
- 12.) Show Fence Gate Details (Latch Heights, Swing in or Out) details**
- 13.) Area Calculation Form Required for Solid Fence (Columns and Walls)**
- 14.) Drainage Plan Required for Retaining Wall of Brick Fencing**

Notes; All fences must be within the property line. A fence post hole inspection and a fence final is required. Partial inspections must be required and additional fees required. If installing a pool, all fencing must comply with the pool barrier codes. No fence signage is required on fences. Fencing on a corner lot must be iron. Please refer to City Ordinances and

regulations. Chapter 74, Piney Point Code of Ordinances, Section 245. Supplementary district regulation. (i) Fences, front yard thru (5) Replacement of nonconforming fences. A fence permit is required before demolition. All old fence debris must be removed from the property. Please make sure you call 811 before you dig. When construction a fence the fence post holes specification must be: for a 6 'fence, 8 "inch wide hole and 2 'deep. For a 7' fence, 8" inch hole and 30 inches deep which is 2.5 '. For an 8' fence, 8" inch hole and 36" deep which is 3'. Inspections are done Monday thru Fridays. At the time of inspections, all fence holes must be completed. For partial inspections, extra permit fees apply.

Codes to be used; IRC 2012

Plan Examiners; Jason Bienek and Jeff Ybarra, Cary Moran City Forester.

Update: 01/10/2018 ara

The City of Piney Point Village
7676 Woodway, Suite 300, Houston, TX. 77063
Telephone: 713.782.1757 Fax: 713.782.3178

PERMIT APPLICATION REQUEST

PROPERTY OWNER INFORMATION

DATE: _____
SITE ADDRESS: _____
LOT: _____ BLOCK: _____ SUBDIVISION: _____
PROPERTY OWNER: _____
MAILING ADDRESS: _____ STATE _____ ZIP _____
PHONE NUMBER: _____ MOBIL: _____
FAX NUMBER: _____ E-MAIL: _____

CONTRACTOR INFORMATION

CONTRACTOR COMPANY NAME: _____
CONTACT NAME: _____ STATE LICENSE# _____
MAILING ADDRESS: _____
CITY: _____ STATE: _____ ZIP _____
TELEPHONE: _____ MOBIL: _____
FAX NUMBER: _____ E-MAIL: _____
TOTAL COST OF IMPROVEMENTS:\$ _____

TYPE OF PERMIT

| | | |
|----------------|---------------|-----------------------|
| NEW RESIDENCE: | SWIMMING POOL | ACCESSORY STRUCTURE: |
| PLUMBING: | FENCE: | FIRE SPRINKLER: |
| ELECTRICAL: | CULVERTS: | IRRIGATION SPRINKLER: |
| HVAC: | DRAINAGE: | DRIVEWAY/FLATWORK: |
| ADDITION: | REMODEL: | ROOF: |
| GENERATOR: | DECKING: | OTHER: |

JOB DISCRIPTION/DETAIL SCOPE OF WORK

NOTE: No use of any building is permitted without a Certificate of Occupancy, including the storage of any items. Use of building prior to issuance of a Certificate of Occupancy will require the gas and electric to be terminated. Not to exclude other penalties. The City of Piney Point Village has the right to include the current resident/home owner in every aspect of the building permitting process.

THE UNDERSIGNED, IN ACCORDANCE WITH PROVISIONS OF THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, HEREBY APPLIES FOR THE PERMIT DESCRIBED HERIN. APPLICANT HERBY CERTIFIES THAT ALL PROVISIONS OF BUILDING LAWS AND ORDINANCES WILL BE COMPLIEDWITH AND THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

SIGNATURE OF APPLICANT

PRINT NAME OF APPLICANT

I ACKNOWLEDGE THAT I HAVE RECEIVED AND REVIEWED ALL OF THE FORMS AND DOCUMENTS LOCATED IN THE BUILDERS HANDBOOK FOR CONSTRUCTION.

(not required)

SIGNATURE OF HOMEOWNER

PRINT NAME OF HOMEOWNER

The City of Piney Point Village
7676 Woodway Suite #300
Houston, Texas 77063
(713) 782-1757 phone (713) 782-3178 fax

THE STATE OF TEXAS

COUNTY OF HARRIS

§ DEED RESTRICTION AND DEVELOPMENT PLAT
§ AFFIDAVIT FOR RESIDENTIAL
§ BUILDING PERMIT

ADDRESS OF PROPERTY: _____
TYPE OF PERMIT: _____

Before me, the undersigned authority, on this day personally appeared _____ (Type or legibly print name of Affiant) who being first duly sworn by me, on her/his oath deposed and said the following:

"This affidavit is given in connection with the application for a building permit that is attached hereto. I am eighteen years or older, and I am of sound mind. I have personal knowledge of the facts set forth in this affidavit including, without limitation, personal knowledge of the title to the real property to which the building permit application appertains, of the plans and specifications for the work to be performed under the building permit, if issued, and of the intended use of the improvements to be constructed thereunder.

(a) (Each Affiant must initial (1) or (2) as applicable):

(1) _____ I am owner of the real property to which this building permit application appertains.

(2) _____ I am the duly designated agent of the owner or owners of the real property to which this building permit application appertains, and I have been expressly authorized by the owner or owners to make this affidavit on their behalf.

(b) (Each Affiant must initial this term):

_____ The building permit application to which this affidavit appertains is for the repair, remodeling or construction of a single family detached residence or auxiliary structure thereto (e.g., a garage) that is designed and intended for single family residential use exclusively.

(c) As used in this part (c), the term "deed restrictions" means any and every restriction or covenant running with and affecting the use and enjoyment of the land that is contained in or incorporated by reference in a properly recorded plan, plat, re-plat, deed or any other instrument affecting a subdivision or portion thereof inside its boundaries that relates in any manner to the property to which this building permit application appertains. The term shall not include any covenant or restriction that has expired through lapse of time by its own terms without renewal, revival or extension. Additionally, the term shall not include any covenant or restriction to the extent, that it has expressly been declared invalid by final order of a court of competent national origin of persons who may enjoy the use of the property. (If there are no deed restrictions, then the Affiant shall initial item (1) below; if there are deed restrictions then the Affiant must initial and complete item (2) below.)

(1) _____ I am personally familiar with the title to the real property to which this building permit application appertains, and I swear that this property is not encumbered by any deed restrictions.

(2) _____ I am personally familiar with the title to the real property to which this building application appertains, and I have personal knowledge that this real property is encumbered by deed restrictions, which provide in part as follows:

(3) _____ Nothing on the submitted plans will violate any deed restrictions.

Uses authorized: _____

Setbacks: _____

Front: _____

Side/interior: _____

Minimum/maximum lot size: _____

Number of stories authorized: _____

Back/rear: _____

Side Street: _____

Minimum/minimum house size: _____

Number of structures authorized: _____

Application – Affiant

SWORN TO AND SUBSCRIBED before me, the undersigned authority on this _____ day of _____
20____, to certify witness my hand and seal of office.

Notary Public in and for the State of TEXAS

**CITY OF PINEY POINT VILLAGE
CORNER LOT FENCE SUPPLEMENT**

HOMEOWNER _____ ADDRESS _____

YES ___ NO ___ IS THE LOT A CORNER LOT?

YES ___ NO ___ IS THE LOT A CORNER LOT ADJACENT TO A FOUR
LANE ESPLANADE STREET?

YES ___ NO ___ DOES THE CORNER LOT HAVE AN EXISTING FENCE?

YES ___ NO ___ IS THE EXISTING FENCE MADE OF WOOD
CONSTRUCTION?

YES ___ NO ___ WAS THE EXISTING FENCE CONSTRUCTED WHEN THE
HOUSE WAS BUILT?

YES ___ NO ___ IS THE PROPOSED FENCE ADJACENT TO THE STREET
BUILT USING THE SAME LIKE MATERIAL AS THE
EXISTING FENCE IN THE SAME LOCATION (NOT
EXTENDING FENCE)?

YES ___ NO ___ IS THE PROPOSED FENCE ADJACENT TO THE STREET
MAXIMUM SIX FEET IN HEIGHT?

YES ___ NO ___ IS THE PROPOSED FENCE BEING CONSTRUCTED WITH
THE CONSTRUCTION OF A NEW HOUSE?

YES ___ NO ___ DOES THE FENCE ADJACENT TO THE STREET MEET
THE 80% OPEN AREA 20% SOLID REQUIREMENT?

YES ___ NO ___ IS YOUR SUBMITTED SURVEY CURRENT?

THE UNDERSIGNED APPLICANT HEREBY CERTIFIES THAT ALL PROVISIONS
OF BUILDING LAWS AND ORDINANCES WILL BE COMPLIED WITH AND
THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

SIGNATURE OF APPLICANT AND COMPANY

DATE

PRINT NAME OF APPLICANT AND COMPANY



Builder Responsible for Construction Correspondence:

Date: _____

Permit Number: P# _____

Property Address: _____

Name of Responsible Party: _____

Title: _____

Example: superintendent

Contact Phone Numbers: _____

Cell Phone Number: _____

Home: _____

e-mail: _____

Estimated build out time: _____

If any of this information changes or you are no longer in charge of the property as indicated above please contact the city of the update and/or change. The City of Piney Point Village can contact the current owner of the property for example the property owner to discuss any construction activity while the building is still under a permit and all final inspections have not been finalized with the city.

Annette R. Arriaga

Building Official

Official Form Date 10.18.07



Important Contractor Notification &

Acknowledgement!

No Work On Sundays!!

Sec. 10-1. Time limitations on building activities.

(a) It shall be unlawful for any person to cause, permit or perform any construction, renovation, alteration, repair or demolition of any building or structure, or any excavation related thereto, within the city, except between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays, and between the hours of 8:00 a.m. and 6:00 p.m. on Saturdays.

(b) The provisions of subsection (a) shall not apply to any construction, renovation, alteration, repair, demolition or related excavation for which a city permit is not required, or to any such work performed within an enclosed building or structure and for which the noise therefrom is inaudible from all adjacent properties.

(c) The city building official is hereby authorized and directed to issue stop work orders as are necessary to assure compliance with the provisions of this section.

(d) Any person who shall violate any provision of this section shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as prescribed in section 1-11.

(Ord. No. 777, §§ 2--5, 8-22-94)

Cross references: Environment, ch. 26.

Sec. 10-5. Penalty.

Any person who shall violate or cause to be violated any provision of this chapter or who shall fail to comply herewith, or with any of the requirements hereof, or who shall erect, construct, alter, repair, move or demolish any structure, or who shall have erected, constructed, altered, repaired, moved or demolished a building or structure in violation of a detailed statement or drawing submitted and approved hereunder shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as provided in section 1-11.

(Ord. No. 875, § 2, 11-26-01; Ord. No. 884, § 1, 6-24-02)

I have read all of the contractor work hours for the City of Piney Point Village & acknowledge the required work hours and violations. I am aware that no work shall be performed on Sundays for projects that are currently under construction.

Date: _____

Signature of applicant: _____

Print name of applicant: _____

Project address: _____

Project type: _____

MEMORIAL VILLAGES WATER AUTHORITY

8955 GAYLORD • HOUSTON, TEXAS 77024 • (713) 465-8318 FAX(713) 465-8387

APPLICATION FOR WATER AND/OR SEWER SERVICE AVAILABILITY

INSTRUCTIONS: This application is for the availability of (1) water and/or sewer service for a new residence, business or other commercial type property (2) water service for an irrigation system (3) meter enlargement for an existing meter (4) remodel/pool or (5) commercial fire service line. Businesses, Schools and Churches must submit specific information on the quantity of water and/or sewer capacity requested. The applicant must obtain an approval from Memorial Villages Water Authority (MVWA) granting water and/or sewer capacity before a Building Permit will be issued by any of the cities served by MVWA (Hedwig Village, Hunters Creek Village and Piney Point Village). MVWA is not required to provide water or sewer capacity greater than those available at the time of the application. Complete the application and submit in person or by mail at the address listed above, by fax at (713-465-8387) or by e-mail at (www.mvwa.org).

(TYPE OR PRINT) Incomplete or illegible applications may be delayed in processing.

DATE: _____

PROPERTY DESCRIPTION:

APPLICANT NAME: _____ ADDRESS: _____

HOUSTON, TEXAS 77024

RETURN ADDRESS: _____

➤ Application for Fence

APPLICANTS SIGNATURE: _____

TELEPHONE NUMBER(S) Hm: () _____ Fax: () _____
Ofc: () _____ Mobile: () _____

THIS APPLICATION IS FOR: (check all that apply)

- Water Service for: Residence Business School Church Irrigation System
- Fire Sprinkler Meter Enlargement Remodel or Pool
- Sewer Service for: Residence Business School Church Remodel or Pool

WATER METER(S) SIZE REQUESTED: If known at this time. Otherwise, complete Water Meter Application Form.

DOMESTIC

IRRIGATION

COMMERCIAL FIRE SERVICE

- 3/4-inch 1-inch 3/4-inch 1-inch 2-inch 3-inch 4-inch 6-inch

Applicants requesting residential water meters (domestic or irrigation) larger than 1-inch must show written proof that the demand requirements prohibit the use of the smaller meter.

NOTE: This application goes through a review and approval process based on the information submitted by the applicant. If approved, you will be contacted by our office and will receive an executed "APPROVAL FORM" that you will need to take to the City having jurisdiction to obtain the necessary permits. Both the City and the Water Authority require inspections of all work performed before continuous service is provided. For inspections by the Water Authority, call 713-465-8318.